

# Alberta Bicycle Association 2018 Annual General Meeting



September 29, 2018  
Edmonton, AB



## **2018 Board of Directors**

President	Shawn Bunnin
V.P. Administration	Helen Bain
V.P. Racing	Brent Topilko
V.P. Recreation & Transportation	Don Hollingshead
V.P. Women's Cycling	Shantel Koenig
V.P. BMX	Tim Croft
Chief Commissaire	Geordie Ma
Member at Large	Kyle Husband
Member at Large	David Cook
Member at Large	Michael Pinkoski
Member at Large	Erin Ruttan

## **2018 Racing Committee**

V.P. Racing	Brent Topilko
Member	James Kendal
Member	Albert Nguyen
Member	Robert Armstrong
Member	Tom Lee
Member	Jack VanDyke



## **2018 BMX Committee**

V.P. BMX	Tim Croft
Member	Jonas Tremel
Member	Doug Jones
Member	Darren Williams

## **2018 Recreation & Transportation Committee**

V.P. Recreation & Transportation	Don Hollingshead
Member	Bob Walsh
Member	Seth Petrie
Member	Jeff Gruttz

## **ABA Staff**

Executive Director	Heather Lothian
Provincial Coach	Sean Kelly
Road/Track/Cross Coordinator	
BMX/MTB Coordinator	Carl Barton
Admin Assistant	Joan Couling

The **Mission** of the ABA is to advocate, develop, and facilitate bicycling for Albertans.

The **Vision** of the ABA is to be the recognized authority and leader for bicycling in Alberta.

**2018 Alberta Bicycle Association Annual General Meeting**  
**September 29<sup>th</sup>, 2018**  
**5:30PM-7:00PM**

**Agenda**

1.Review and Approval of Agenda

2.Approval of AGM Minutes November 4<sup>th</sup>, 2017

3.Reports

- 3.1 Shawn Bunnin-President
- 3.2 Tim Croft- Vice President BMX
- 3.3 Brent Topilko- Vice President Racing
- 3.4 Don Hollingshead- Vice President Recreation & Transportation
- 3.5 Shantel Koenig- Vice President Women's Racing
- 3.6 Geordie Ma- Chief Commissaire

4.Items for Approval

5.Audited 2017 Financial Statements

6.Elections

- 6.1 President- 2 years
- 6.2 Vice President Racing -2 years
- 6.3 Vice President BMX-2 years
- 6.4 Chief Commissaire- 2 years
- 6.5 2 Members at Large-2 years
- 6.6 2 Racing Committee Members- 2 years
- 6.7 2 BMX Committee Member- 2 years
- 6.8 BMX Committee Member- 1 year

8.Other Business

9.Adjournment

*Time allotted for Questions and Answers following the completion of the agenda.*

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**2017 Alberta Bicycle Association Annual General Meeting**

**November 4, 2017**

**12:30PM-2:30PM**

**Minutes**

Quorum not achieved- agreed to meet again at 12:56pm

Shawn Bunnin presented the 2017 awards:

Ross Wilson- Male of the Year

Sara Poidevin- Female of the Year

Tanya Dubnicoff- Coach of the Year

Tyler Golly- R&T Award

Pepper Harlton- President's Award

Michael Almdal Scholarship- Connor Toppings

**1. Review and Approval of Agenda**

With the resignation of Tina Tuscherer another BMX Committee selection for 1 year was added for elections.

*Motion to approve the agenda Robert Armstrong/Erin Ruttan-carried*

**2. Approval of AGM Minutes October 4, 2016**

*Motion to approve minutes from October 4, 2016-Helen Bain/Ashley Bunnin- carried*

**3. Reports**

**3.1 Shawn Bunnin-President**

Tough year- missing 2 full time sport coordinators, introduction of the 2 new staff

Looking forward to a full staff moving forward

Chip Timing- excited to see it in full use in 2018

Looking to show the value of the ABA membership, believes there is incredible value, have diverse events chip timing will help the value

Commissaries- important part of the association- encouraged everyone to think about becoming a commissaire or introducing someone to the idea

Membership continues to grow

Economy is not great, better economics would be better for sponsorship

AB athletes doing great things on the national/international level

MTB nationals was held in Canmore AB and was a great event

Disc brakes will be legal in 2018 in road races in non UCI races

**3.2 Helen Bain- Vice President Administration**

Announced casino dates, May 2/3 in Calgary

Full professional audit and in a strong financial position

Always available to answer questions about the financials

**3.3 Tim Croft- Vice President BMX**

Not in attendance

### **3.4 Brent Topilko- Vice President Racing**

Up and down season with staffing on the short side  
Thanked the staff, commissaires. ABA does not have a lot of commissaires but have many of races, also spoke to the need of more commissaires  
BMX- continues to grow, MTB numbers are down, Trailblazers still going strong

### **3.5 Karly Coleman- Vice President Recreation & Transportation**

Not in attendance

### **3.6 Deanne Coish- Vice President Women's Racing**

Decline in XC & BMX participation  
Participation in the races for females were high in individual races  
Road numbers were up  
Women's grants 2 BMX and 2 for Road & MTB from ABA  
Edmonton BMX had over 50 women try the sport and ERTC had 15 new women come out to their club

### **3.7 Geordie Ma- Chief Commissaire**

Not in attendance

*Motion to approve reports as presented- Robert Armstrong/Ashely Bunnin*

## **4.0 Items for Approval**

### **4.1 Audited 2016 Financial Statements**

*Motion to approve the 2016 audited financial statements- Ashley Bunnin/Robert Armstrong*

## **5.0 Bylaw Changes**

### **ARTICLE VI BOARD OF DIRECTORS**

#### **Current Article**

Two (2) BMX Committee positions will be open for election in odd numbered years, and one (1) BMX Committee position will be open for election in even numbered years

#### **Revised Article**

Three (3) BMX Committee positions will be open for election in odd numbered years, and two (2) BMX Committee position will be open for election in even numbered years

*Motion to approve Bylaws as presented, moving the BMX committee to a 5-member committee from a 3-member committee Helen Bain/Robert Armstrong- carried*

## **6.0 Elections**

*Motion to name Scrutineers as Joan Couling/Phil Abbott/Brad Fehr – Helen Bain*

### **6.1 Vice President Administration- 2 years**

Helen Bain nominated, Ashley Bunnin seconded James Kendal

*Acclaimed*

**6.2 Vice President Recreation & Transportation– 2years**

Don Hollingshead nominated by Don Hollingshead seconded CP Walsh

*Acclaimed*

**6.3 Vice President Women’s Racing-2 years**

Shantel Koenig nominated by Deanne Coish and Ashley Bunnin

*Acclaimed*

**6.3 2 Members at Large-2 years**

James Kendal – nominated by Brent Topilko and Robert Armstrong

Tom Lee- nominated by Carol Mayne and Andy Holmwood

Erin Ruttan-nominated by CP Walsh and Robert Armstrong

David Cook-nominated by Helen Bain and Tanya Dubnicoff

*David Cook and Erin Ruttan elected*

**6.4 2 Racing Committee Members- 2 years**

James Kendal nominated by Brent Topilko and Jack van Dyck

CP Walsh nominated by Erin Ruttan, James Kendal- withdrew

Tom Lee nominated by Helen Bain and Ashley Bunnin

*Tom Lee and James Kendal acclaimed after CP Walsh withdrew his name*

**6.5 2 BMX Committee Member- 2 years**

**1 BMX Committee Member- 1 years**

Jonas Tremel nominated by Doug Jones and CP Walsh

Darren Williams nominated by Jonas Tremel and Doug Jones

Doug Jones nominated by Darren Williams and Jonas Tremel

*Jonas Tremel and Doug Jones elected for 2 years*

*Darren Williams elected for 1 year*

*Motion to destroy the ballots- Peter Heinemeyer Helen Bain- carried*

**6.6 Auditors- 1 year**

Helen Bain and Erin Ruttan nominated Hawkings Epp Dumont

*Hawkings Epp Dumont- acclaimed*

**7.0 Adjournment**

*Motion to adjourn 2:01pm- Robert Armstrong/Peter Heinemeyer*

# President's Report – 2018

## Shawn Bunnin

2018 was another big year for the Alberta Bicycle Association. I would like to thank every member, racer, coach, parent, official, and volunteer you for your support and touch on a few of the highlights that we saw last year:

**Staffing.** Staff are the backbone of everything we do here at the ABA, and I would first and foremost like to thank all our staff for their contribution. Heather Lothian and Joan Couling continue to give an incredible amount of time to ensure that critical areas are covered for our members. We also had the pleasure of welcoming Sean Kelly to the ABA as our new provincial Coach, and Carl Barton as MTB/BMX Coordinator. I would also like to thank Brad Fehr who will be departing from the Road/Track/Cyclocross coordinator role to pursue other interests next year.

**Athletes and Members.** Alberta athletes continue to excel and our Provincial Team and its alumni are successful on the world stage. This year Alberta Provincial team members represented Canada on the National Cycling Team in Road, Track, Mountain, Cyclocross and BMX. Our membership grew once again.

**MTB Nationals.** Alberta hosted the National Mountain Bike Championships in Canmore. The event featured a new course and was well done by the organizing committee, showcasing again the superb venue that we have in Canmore at the Nordic Center. This is a true world-cup worthy course and venue, and many riders had their eyes opened by the technical challenges of the course.

**Events.** We had some great new events in the province again this year but continue to compete with commercial events for participation; and for venues where there are willing event organizers. While we try hard to ensure the calendar is full of options, in 2018 we had less events than the previous year. I believe that the depth of events a member can choose from delivers incredible value for an ABA membership. In 2018, we struck an internal committee to develop consistent relationships among the venue stakeholders in our community and are looking forward to taking this further in 2019.

On a forward-looking note, my term is up at the end of 2018. As president, I have enjoyed immensely the work that we do with our staff and working with them to provide a better membership experience to our racers and non-racing members. I intend to let my name stand for re-election in 2019, and would like to use this moment to highlight a few things that I hope the future will hold for the ABA:

We have several strategic objectives as an association and fulfilling these requires a focused effort from our staff and volunteer board to accomplish. In 2019 and beyond, I would like to increase the focus of the ABA on the following areas that are key resources to executing our objectives:

- Fundraising and sponsorship
- Member and youth recruitment
- Facilities and community stakeholder relations
- Events and organizer relations
- Staffing and officials excellence

These areas are components of our strategic plan, and I encourage you to read the full plan to see how they fit into our objectives. In 2019, I will be asking each member of the Board & Race Committee to focus their time into one of these sub-committees to make a difference for our association. We have excellent Staff, and they perform countless functions for the ABA. It is my hope that with some of these new and focused resources, we can further deepen our services and their quality for all members.

Thanks for riding with us in 2018. The ABA looks forward to seeing you again next year!

# Chief Commissaire's Report – 2018

## Geordie Ma

Our Alberta based commissaires continue to have a profound impact on developing the sport of cycling, not just in our back yard but around the world.

This past year marked several highlights on the officiating side of our organization:

Chris Bullivant attended and successfully passed the theoretical portion of the UCI BMX commissaires course. He is now awaiting the opportunity to complete his practical assessment. While attending this course in Baku, Azerbaijan, Chris had the opportunity to join the commissaire panel for the BMX World Championships and demonstrate his officiating skills on a world stage.

Our Alberta based commissaires once again found themselves assigned to lead or participate as panel members in a wide variety of high level events. Over the 2018 racing season our commissaires appeared at the several World Cups, National Championships, World Championships, UCI commissaire seminars, and multiple Canada Cups.

We held entry level commissaire courses in all four primary disciplines (Road, Track, MTB, and BMX). Enrollment in these courses has rebounded with some of the highest attendance levels in recent years. We were able to provide BMX courses in four cities allowing us to train a total of 29 new commissaires. In addition, we conducted a BMX session in Saskatchewan to help our neighbors to the east develop commissaires to support their growing BMX community. Special recognition should be given to Michael Pinkoski who developed a novel method of delivering a track primer course over a couple weekday evenings, allowing us to add over 15 track commissaires to our ranks. All totaled, 55 attendees participated in introductory commissaire courses this year.

We also launched a commissaire mentoring program this year. Through grant money received from the Alberta Sport Connection, we were able to send senior officials to several events in multiple disciplines to act as mentors to the commissaire panels and provide direct one on one coaching. With the initial success of this past year, I look forward to continuing to be able to use this direct coaching technique to raise the capabilities of our entire commissaire team.

If given the opportunity, I look forward to continuing the great strides we have made in commissaire development next year. There is still much to do, and we must focus our efforts on aiding all of our commissaires in improving their competencies and achieving the designations that they are striving for. Our ever expanding racing calendar has placed some strains on the availability of our A Level commissaires. However, our focus in the coming years must be to increase our recruiting efforts to bring more officials into the support and, more importantly, mentor and train our existing commissaires to take on ever more responsibility. I hope that we help our commissaires in the province find their dedication to the sport of cycling to be both rewarding and enjoyable.

Kindest regards,

Geordie Ma  
Provincial Chief Commissaire  
UCI BMX & MTB Commissaire

## ABA R&T Report 2018-09-12

### Don Hollingshead, VP of Recreation and Transportation

#### **Proposed amendments to AB Traffic Safety Act Regulations**

MLAs David Shepard and Annie McKitrick have facilitated a conversation between Alberta Transportation and the cycling community regarding changes to the province's Traffic Safety Act.

The activity was initiated by Edmonton cyclist Santino Pasutto in a letter to the Mayor of Strathcona County, who encouraged him to contact Sherwood Park MLA Annie McKitrick.

A province wide meeting of cycling advocates was facilitated by MLA McKitrick and staff. A steering sub committee have volunteered and draft changes to the TSA "Use of Highway and Rules of the Road, Regulation 304/2002, Part 1 Rules of the Road" document has been produced for discussion. The changes are wide ranging and include:

- Right arm extended right hand turn signal
- Minimum 1.5 m passing distance for motorists passing cyclists
- Idaho stop for bicycles
- Minimum one hand on the handlebars at all times
- Ban headphones for cyclists
- Allow two abreast riding
- Enable drafting (pacelines) where appropriate
- Make bells/horns on bikes NOT mandatory
- Require bikes to have daytime running lights (front and rear)

Allow blinking lights on bikes

MLAs McKitrick and Shepard hope to get their private members bill introduced in January/February 2019.

#### **Santino Pasutto – 2018 R&T Annual Award Recipient**

For years, the ABA R&T committee has attempted to open an ongoing dialogue with Alberta Transportation regarding highway infrastructure and rules of the road. Edmonton resident and Juventis Cycle Club member, Santino Pasutto, tired of getting "buzzed" by close passing motorists while riding, wrote a well timed letter to the mayor Carr of Strathcona County, that got the ball rolling politically.

Santino not only initiated contact, he is helping steer a coalition of provincial cycling advocates that will dialogue directly with Alberta Transportation—thanks to the influence of Edmonton Centre MLA David Shepard.

Santino is an articulate cycling advocate and team player. He is the worthy recipient of this year's ABA R&T award. Thanks Tino!!

## Winter Cycling Congress – 2019

Calgary won the bid to host the 7th Annual Winter Cycling Congress

taking place in February, 2019. This Congress is an opportunity to meet and learn from other professionals, northern cities, and advocates from around the world on topics such as infrastructure, education, tourism and the impacts and benefits of winter cycling. It's an opportunity to build capacity and raise the profile of local community organizations through their involvement in conference events and volunteering. The Congress will also act as a catalyst to have a broader conversation about how to support winter policies for transportation, recreation and overall citizen well being.

Dates: February 6-8, 2019

- Venue: New Calgary Central Library
- Attendance: Approximately 400-500 local, national and international delegates
- Logistics: lead by Jacquelyn Oriold, Active Transportation Education Planner

([Jacquelyn.oriold@calgary.ca](mailto:Jacquelyn.oriold@calgary.ca))

## Trails

Mountain bikers rejoice: the 80 km “High Rockies Trail” is now complete between Goat Creek (Spray lakes above Canmore) and Elk Pass on the AB/BC border. A \$2M suspension bridge was the final major piece of infrastructure needed to connect the trail.

The HRT was envisioned and built under the auspices of Alberta TrailNet and forms the northern most leg of Adventure Cycling Association's Great Divide Mountain Bike Route that starts at the Banff Springs Hotel\* and ends near the Mexican border.

(\*The route was recently extended north along the Forestry Trunk Road to Hinton, but many users indicate it is not a section worth riding.)

Alberta TrailNet is also attempting to get a piece of abandoned railroad right of way that it inherited from CP Rail between Irricana and Beiseker (east of Calgary) rezoned from railroad/agricultural to recreational status so that Rockyview County residents can enjoy it. Several adjacent land owners are opposed to the rezoning. Story is here: <https://calgary.ctvnews.ca/mobile/rural-pathway-proposed-between-beiseker-and-irricana-but-landowners-cool-on-the-idea-1.3945635>

If Alberta TrailNet were to succeed with the rezoning of this land (which will likely happen Sept 25 '18 based on a recent approval by Rockyview Council), it could rekindle a Great Trail (previously known as the Trans Canada Trail) alignment east of Calgary. The Great Trail presently swings north at Calgary then continues east of Edmonton – St. Paul and crosses the AB/SK border at Onion Lake. Hats off to the Meadowlark Trail Society of the Irricana - Beiseker area for their hard work on getting council approval and to the president, staff and volunteers at Alberta TrailNet for their foresight and persistence

## 2018 VP Racing – Brent Topilko

Here we are again closing in on the end of another exciting year of racing in Alberta. As a long time member of the ABA I continue to be most excited by watching our younger riders gain experience each season and continue to impress locally and abroad.

On the 2018 racing scene I believe the biggest improvement was in the women's road racing fields. Seeing a greater balance between the women's 123 and 45 group is very encouraging. We realize this isn't the perfect situation for everyone, but I believe it has opened the door for the newer riders to enter our races with competitors that are closer to their own ability level. I am especially grateful for all the road race organizers who put on separate races for the women's 123 and 45 groups at all the road races this season.

Gone are the days of people complaining about not having enough races to enter. Our calendar was again full of events thru out the season for people to test their skills and fitness. It was great to see many clubs continuing their tradition of hosting events along with a number of new clubs getting involved as well.

	# of 2018 Events (#in 2017)	2018	2017	2016	2015
BMX	10 (11)	5553	4879	4938	4558
MTB – XC	4 (4)	483	524	671	815
MTB - Marathon	3 (1)	371	180	359	162
Track	4 (4)	104	114	122	108
Cyclocross	18 (17)	N/A	2293	2438	2205
Road	25 (24)	2901	2920	3014	2366

I would like to thank Heather Lothian (Executive Director), Joan Couling (Member Services Officer), Brad Fehr (Road, Track, CX Coordinator), Carl Barton (BMX & MTB Coordinator) and Sean Kelly (High Performance Director) along with all our Commissaires for all their hard work this season. To my Race Committee Members, I thank you for your efforts in helping govern our racing scene in Alberta.

I have enjoyed my time on the Race Committee over the years and am looking forward to remaining a part of the ABA Community.

Brent TOPILKO  
VP Racing

## **VP BMX REPORT 2018: Tim Croft**

It has once again been an exciting year in the BMX World. On the international stage Avriana HEBERT, local Alberta girl, placed 8<sup>th</sup> in the World Championships after running 1<sup>st</sup> into the last corner. Avriana is certainly an up and coming female elite rider. Canadian BMX is getting noticed because many of our riders are showcasing their talents at high profile world events.

This year the National Championships were held in Drummondville, QC which had 435 registered riders. There were approximately 75 riders in attendance from Alberta. Of those, a vast majority placed in top 8 and there were ten (10) National Champions from Alberta. This year, Alberta riders took home approximately 47 “N” plates.

Locally, BMX registration numbers were up. When including general memberships there were approximately 1600 licensed BMX riders in Alberta. All of the tracks reported increased membership numbers in 2017. This in turn led to higher district night races. Many clubs reported having upwards of 100 riders on a local club night. The “push bike” events are continuing to gain popularity among the 2-4 year old ages. Many of them have older siblings and/or parents riding and this is proving to be a great introduction to cycling for these toddlers.

Provincially the Alberta Cup series had great participation numbers this year. Of the nine (9) races throughout the season over half of them had 500+ riders. The ones that didn't break the magical 500 rider mark all saw significant increases in participation and set new attendance records for those clubs. The average rider count was 552 per race.

This year Alberta saw two races (Red Deer & Okotoks) break the magical 600 rider count for their events. This became a social media storm and has other Provinces once again looking at Alberta's BMX model in an effort to duplicate these results. What's more impressive is that these races are essentially run by volunteers whereas comparable sanctions have fully paid staff to run their events and the athlete participation numbers are very close between the sanctions.

The Alberta Championship race took place in Okotoks this year and was extremely well attended. Again, this set a record for attendance. The Provincial championships had well over 500 riders. Participation in the series and provincial championship race is up over last year and statistics show that BMX continues to grow. Fernie BMX is still in the process of obtaining a suitable build location and once that happens they will come under the Alberta BMX fold. Globe BMX from Saskatoon regularly attends our Provincial races and is actively involved in growing BMX in Saskatchewan with the assistance of both the ABA and ABBMX (Alberta BMX Association). Suffice to say, BMX is thriving in Alberta.

The Provincial team participated in numerous events this year including National Championships and Canada Cup series races. Overall, our riders did well, having at least one Alberta rider placing on the podium in each and every race. For many of the younger riders this was their first introduction to SX start hills. They all performed well and have gained valuable experience which will improve their skills going forward.

The biggest change to the Alberta Team came with the hiring of a new coach, Karsten MILLMAN. Karsten has brought the Provincial Team to a new, previously unseen, level. This is one of the first years that the team appears to be gelling and is now being looked upon as a benefit to ABA Membership. Words can't state enough how Karsten has improved the Provincial team.

Based on the all the information I reviewed BMX participation in Alberta is the highest in Canada. All the other Provinces have been contacting Alberta BMX and/or ABA to find out how we're doing it. Alberta is the model other Provinces are looking to follow. BMX is alive and well here. It's been an excellent year and I'm looking forward to continuing to grow the sport in not only Alberta but across Canada.

I have also decided that I would like to continue in my role as VPBMX. I believe my experience (15 or so years in various positions) is valuable and with additional Committee positions we will continue to move BMX forward in Alberta and keep us as the envy of other Provinces.

## 2018 VP Women's Racing – Shantel Koenig

By the numbers, women's racing in Alberta has been on the grow over the last few seasons, with the number of ladies with dedicated racing licences (i.e., not including General Membership non-racing or Commissaire Only licenses) increasing from 364 in 2015 to 445 in 2018. This growth of over 20% has primarily occurred within BMX among both adult and youth racers, and among Juniors in all other disciplines. .By discipline, women accounted for roughly 15% to 20% of participants for track, road, cross country, marathon cross country, and cyclocross. BMX has the strongest female attendance per race (100+ per race), with cyclocross having the second strongest representation with regards to total number of registrants (479 in 2017) and number of participants per event (~35 women per race). Trailblazers echoed these trends with just under a quarter of participants being girls. While it is good news that female participation is increasing over time and occurring roughly equally across discipline, increasing the proportion of female participants overall to 25% to 30% is something to strive for, and I think is an achievable goal with some focused work to build interest among recreational riders.

Importantly, a key component of building interest among recreational riders has been the ABA Women's Racing grant, which is a program we hope to continue with next year. The last couple of years have seen this grant go to Road and BMX programming, and an increase in participation in these two disciplines has been evident; more focused programming by clubs and group interaction and mentorship seem to be key to getting ladies to give racing a try.

We have a lot of female racers to be proud of for their achievements over the last year – Alberta ladies young and older within every discipline continue to make their mark both regionally, nationally, and internationally. Daina Tuchscherer won the Elite National Championships and was selected to go to the final world cup events for Canada. Avriana Hebert won the Canadian National Championships in Junior BMX and consistently performs strongly at international events. U23 rider Sarah Poidevin is the National Champion in the U23 Time Trial and placed 3<sup>rd</sup> at the U23 Road Race National Championships. She also has a number of top ten placings at both UCI World Tour races and other top-level national and international events. Ngaire Barraclough is an up and coming track racer with gold in the U17 Point Race and several other podium finishes at Junior Track Nationals. Alberta Masters racers are a force to be reckoned with – we have national champions in every discipline: Anne-Julie Dudemaine and Dawn Heinemeyer in the Road Race, Shauna Telford and Gail Wozny in the Road Criterium, Amy Woodward-Kennedy and Denise Hill in Cross Country Mountain Biking, and Alana Heise and Caitlin Callaghan in Cyclocross.

All in all, we have a lot to shout about as female racers in Alberta, and we should strive to keep the positive momentum as we go forward into 2019. I am keen to connect with individuals, clubs, and race organizers to share ideas, talk about challenges, and to work on ways to encourage more participation at races.

**ALBERTA BICYCLE ASSOCIATION**

**EDMONTON, ALBERTA**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED DECEMBER 31, 2017**

## INDEPENDENT AUDITORS' REPORT

To the Board of the Alberta Bicycle Association  
Edmonton, Alberta

We have audited the accompanying financial statements of the Alberta Bicycle Association (the "Association"), which comprise the statement of financial position as at December 31, 2017 and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### *Auditor's Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### *Opinion*

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Association as at December 31, 2017 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

**METRIX GROUP LLP**

Chartered Professional Accountants

Edmonton, Alberta  
February 20, 2018



**ALBERTA BICYCLE ASSOCIATION**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT DECEMBER 31, 2017**

	<u>2017</u>	<u>2016</u>
<b><u>ASSETS</u></b>		
Current Assets		
Cash and cash equivalents (Note 3)	\$ 518,057	\$ 570,718
Accounts receivable (Note 4)	38,072	41,735
Prepaid expenses	<u>528</u>	<u>-</u>
	556,657	612,453
Tangible Capital Assets (Note 5)	<u>40,168</u>	<u>35,807</u>
	<u>\$ 596,825</u>	<u>\$ 648,260</u>
<b><u>LIABILITIES AND NET ASSETS</u></b>		
Current Liabilities		
Accounts payable and accrued liabilities	\$ 26,525	\$ 7,080
Goods and Services Tax payable	14,202	36,397
Deferred contributions - operating (Note 6)	<u>75,461</u>	<u>125,828</u>
	116,188	169,305
Deferred contributions - tangible capital assets (Note 7)	<u>6,881</u>	<u>10,322</u>
	123,069	179,627
Net Assets		
Invested in tangible capital assets	33,287	25,485
Unrestricted	<u>440,469</u>	<u>443,148</u>
	<u>473,756</u>	<u>468,633</u>
	<u>\$ 596,825</u>	<u>\$ 648,260</u>

**APPROVED ON BEHALF OF THE BOARD:**

\_\_\_\_\_ Director

\_\_\_\_\_ Director

**ALBERTA BICYCLE ASSOCIATION**  
**STATEMENT OF OPERATIONS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

	<u>2017</u>	<u>2016</u>
<b>Revenue</b>		
Licenses and memberships	\$ 431,620	\$ 426,209
Grants (Note 8)	115,223	155,670
Program fees	63,737	51,882
Casino	43,194	53,585
Races	36,995	50,895
Fundraising	23,028	55,209
Miscellaneous	22,457	3,246
Amortization of deferred capital contributions	3,441	3,441
Interest	<u>655</u>	<u>676</u>
	<u>740,350</u>	<u>800,813</u>
<b>Expenses</b>		
Salaries, wages and benefits	202,596	200,216
Insurance	155,693	139,559
Racing programs (Schedule I)	145,720	142,181
BMX programs (Schedule II)	54,446	61,678
Canadian Cycling Association	42,391	38,962
High performance coaching	40,140	38,280
Bank charges	18,126	17,938
Event hosting	13,667	19,032
Office	12,662	13,485
Professional fees	10,993	21,544
Bad debt (recovery)	8,801	(3,646)
Amortization	6,928	6,928
Van	6,088	3,311
Marketing	5,799	2,382
Telephone	3,775	4,004
Meetings	3,472	2,403
Rent	3,027	2,869
Recreation and transportation programs	903	3,932
Alberta bikes conference	<u>-</u>	<u>52,915</u>
	<u>735,227</u>	<u>767,973</u>
<b>Excess of Revenue over Expenses</b>	<u>\$ 5,123</u>	<u>\$ 32,840</u>

**ALBERTA BICYCLE ASSOCIATION**  
**STATEMENT OF CHANGES IN NET ASSETS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

	Invested in Tangible Capital <u>Assets</u>	<u>Unrestricted</u>	2017 <u>Total</u>	2016 <u>Total</u>
Balance, Beginning of Year	\$ 25,485	\$ 443,148	\$ 468,633	\$ 435,793
Excess of Revenue over Expenses	-	5,123	5,123	32,840
Purchase of Tangible Capital Assets	11,289	(11,289)	-	-
Amortization of Tangible Capital Assets	(6,928)	6,928	-	-
Amortization of Deferred Capital Contributions	<u>3,441</u>	<u>(3,441)</u>	<u>-</u>	<u>-</u>
Balance, End of Year	<u>\$ 33,287</u>	<u>\$ 440,469</u>	<u>\$ 473,756</u>	<u>\$ 468,633</u>

**ALBERTA BICYCLE ASSOCIATION**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

	<u>2017</u>	<u>2016</u>
Operating Activities		
Cash from operations		
Excess of revenue over expenses	\$ 5,123	\$ 32,840
Items not affecting cash:		
Amortization of tangible capital assets	6,928	6,928
Amortization of deferred capital contributions	<u>(3,441)</u>	<u>(3,441)</u>
	8,610	36,327
Change in non-cash working capital:		
Accounts receivable	3,663	(17,926)
Inventory	-	4,372
Prepaid expenses	(528)	1,194
Accounts payable and accrued liabilities	19,445	(5,520)
Goods and Services Tax payable	(22,195)	(4,599)
Deferred contributions - operating	<u>(50,367)</u>	<u>28,281</u>
	(41,372)	42,129
Investing Activities		
Purchase of property and equipment	<u>(11,289)</u>	<u>(2,500)</u>
Change in Cash and Cash Equivalents During the Year	(52,661)	39,629
Cash and Cash Equivalents, Beginning of Year	<u>570,718</u>	<u>531,089</u>
Cash and Cash Equivalents, End of Year	<u>\$ 518,057</u>	<u>\$ 570,718</u>

**ALBERTA BICYCLE ASSOCIATION**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2017**

**1. NATURE OF OPERATIONS**

The Association was established to be the organizing body which promotes all aspects of cycling in Alberta. The Association is a not-for-profit organization incorporated under *The Societies Act* of Alberta and is exempt from income tax under section 149(1)(l) of the Income Tax Act.

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Basis of Presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations.

Revenue Recognition

The Association follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

Licenses, membership dues, program and race fees are recognized as revenue in the year to which they relate.

Cash and Cash Equivalents

Cash and cash equivalents include cash and guaranteed investment certificates that are readily converted into known amounts of cash and are subject to an insignificant change in value. The guaranteed investment certificates are held for the purpose of meeting short-term cash commitments rather than for investing.

Inventory

Inventory consists of provincial team clothing and medals which are recorded at the lower of cost and net realizable value. Cost is calculated using the first in first out method.

Tangible Capital Assets

Tangible capital assets are recorded at cost less accumulated amortization. Contributed tangible capital assets are recorded at fair value at the date of contribution. When a tangible capital asset no longer contributes to the Association's ability to provide services or the value of future economic benefits associated with the tangible capital asset is less than its net book value, the carrying value of the tangible capital asset is reduced to reflect the decline in the asset's value. Any net write-downs are accounted for as expenses in the statement of operations.

Tangible capital assets are amortized over their estimated useful lives at the following rates and methods:

Office equipment	3 years	Straight-line basis
Trailers	10 years	Straight-line basis
Vehicles	10 years	Straight-line basis
Timing equipment	3 years	Straight-line basis
BMX equipment	3 years	Straight-line basis
Computer software	3 years	Straight-line basis

**ALBERTA BICYCLE ASSOCIATION**  
**NOTES TO FINANCIAL STATEMENTS (CONT'D)**

**DECEMBER 31, 2017**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Measurement Uncertainty**

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the recorded amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Significant areas requiring the use of management's estimates include the useful lives of tangible capital assets and the corresponding rates of amortization. All estimates are reviewed periodically and adjustments are made to the statements of operations as appropriate in the year they become known.

**Financial Instruments**

*Measurement of financial instruments*

The Association initially measures its financial assets and financial liabilities at fair value and subsequently measures all financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost include cash and cash equivalents and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

*Impairment*

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in the statement of operations. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in the statement of operations.

**3. CASH AND CASH EQUIVALENTS**

Cash and cash equivalents include restricted funds of \$69,055 (2016 - \$112,249). These funds are derived from the Association's casino activities and are restricted in their use, subject to the terms and conditions of the Association's casino license.

Cash and cash equivalents include one guaranteed investment certificate for \$115,888 earning interest at a rate of 0.5%, maturing in January 2018.

**4. ACCOUNTS RECEIVABLE**

	<u>2017</u>	<u>2016</u>
Trade receivables	\$ 47,946	\$ 42,808
Interest receivable	553	553
Allowance for doubtful accounts	<u>(10,427)</u>	<u>(1,626)</u>
	<u>\$ 38,072</u>	<u>\$ 41,735</u>

**ALBERTA BICYCLE ASSOCIATION**  
**NOTES TO FINANCIAL STATEMENTS (CONT'D)**

**DECEMBER 31, 2017**

**5. TANGIBLE CAPITAL ASSETS**

	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>	
			<u>2017</u>	<u>2016</u>
Trailers	\$ 42,670	\$ 29,756	\$ 12,914	\$ 17,182
Vehicles	26,608	10,643	15,965	18,625
Timing equipment	16,814	5,525	11,289	-
Office equipment	43,781	43,781	-	-
BMX equipment	1,386	1,386	-	-
Computer software	<u>1,054</u>	<u>1,054</u>	<u>-</u>	<u>-</u>
	<u>\$ 132,313</u>	<u>\$ 92,145</u>	<u>\$ 40,168</u>	<u>\$ 35,807</u>

**6. DEFERRED CONTRIBUTIONS - OPERATING**

Deferred contributions represent restricted operating funding received or receivable in the current year for which the corresponding expenses have not yet been incurred.

	<u>2017</u>	<u>2016</u>
Casino funding	\$ 69,055	\$ 112,249
Memberships	<u>6,406</u>	<u>13,579</u>
	<u>\$ 75,461</u>	<u>\$ 125,828</u>

**7. DEFERRED CONTRIBUTIONS - TANGIBLE CAPITAL ASSETS**

Deferred contributions related to tangible capital assets represent contributions received to fund tangible capital asset purchases.

	<u>2017</u>	<u>2016</u>
Balance, beginning of year	\$ 10,322	\$ 13,763
Amounts amortized	<u>(3,441)</u>	<u>(3,441)</u>
Balance, end of year	<u>\$ 6,881</u>	<u>\$ 10,322</u>

**ALBERTA BICYCLE ASSOCIATION**  
**NOTES TO FINANCIAL STATEMENTS (CONT'D)**

**DECEMBER 31, 2017**

**8. GRANT REVENUE**

	<u>2017</u>	<u>2016</u>
Alberta Sport Connection:		
Annual Association Grant	\$ 65,223	\$ 65,223
Canada Summer Games	20,000	27,000
High Performance Coaching	18,000	18,000
Donation Fund	12,000	3,447
Alberta Summer Games	-	7,000
Event Support	-	5,000
Ministry of Tourism and Culture Grant	<u>-</u>	<u>30,000</u>
	<u>\$ 115,223</u>	<u>\$ 155,670</u>

**9. FINANCIAL INSTRUMENTS**

It is management's opinion that the Association is not exposed to significant credit, liquidity, market, currency, interest rate or other price risk through its financial instruments which include cash and cash equivalents, accounts receivable and accounts payable and accrued liabilities.

**ALBERTA BICYCLE ASSOCIATION**

**SCHEDULE I**

**RACING PROGRAM EXPENSES**

**FOR THE YEAR ENDED DECEMBER 31, 2017**

	<u>2017</u>	<u>2016</u>
Provincial team	\$ 83,498	\$ 86,952
Events	34,551	24,347
Commissaire	15,114	14,544
Coaching development	5,914	7,270
Equipment and supplies	2,912	3,683
Medals and awards	2,844	3,051
Committee meetings	887	1,934
Courses, camps and clinics	<u>-</u>	<u>400</u>
	<u>\$ 145,720</u>	<u>\$ 142,181</u>

**ALBERTA BICYCLE ASSOCIATION**

**SCHEDULE II**

**BMX PROGRAM EXPENSES**

**FOR THE YEAR ENDED DECEMBER 31, 2017**

	<u>2017</u>	<u>2016</u>
Provincial team	\$ 29,123	\$ 36,490
Club remittance	20,405	19,495
Events	2,000	2,000
Committee meetings	1,540	838
Medals and awards	672	493
Technical delegate	355	531
Miscellaneous	351	324
Commissaire	-	722
Coaching	-	600
Advertising	-	185
	<u>          </u>	<u>          </u>
	<u>\$ 54,446</u>	<u>\$ 61,678</u>